

289

APR 13 2021

## MINUTES

The Town of Manteo Planning and Zoning Board met in Regular Session on Tuesday, April 13, 2021 at 6:00 p.m. at the Manteo Town Hall, 407 Budleigh Street

The following members were present:

Chairperson Sherry Wickstrom  
Member Fields Scarborough  
Member Hal Goodman  
Member Nicole Northrup

The following members were absent:

Member Jamie Daniels

Staff present at the meeting:

Melissa Dickerson, Planner  
Michele Bunce, Program Manager  
James Ayers, Town Manager  
Jamie Whitley, Town Clerk

Also present at the meeting:

Malcolm Fearing

Chair Wickstrom called the meeting to order and conducted a roll call at 6:00 pm.

**SUBJECT:** Adoption of Agenda as presented or amended

**MOTION:** A motion was made by Member Goodman and seconded by Member Northrup to adopt the agenda as presented and was approved by the following vote: Ayes: Chair Wickstrom, Members Scarborough, Goodman, and Northrup. Nays: None. Absent: Member Daniels. **Motion carried.**

**SUBJECT:** Approval of Minutes Regular Meeting March 9, 2021

**MOTION:** A motion was made by Member Goodman and seconded by Member Scarborough to approve the March 9, 2021 minutes as presented and was approved by the following vote: Ayes: Chair Wickstrom, Members Scarborough, Goodman, and Northrup. Nays: None. Absent: Member Daniels. **Motion carried.**

## PUBLIC COMMENTS

*Members of the public are invited to address the Planning Board. Public Comment is not intended to require the Board to answer any impromptu questions or to take any action on items brought up during the public comment period. Speakers will address all the comments to the Board as a whole and not one individual member. Discussions between speakers and members of the audience will not be allowed. Time limits are 3 minutes per person or 5 minutes per group. Please come forward to the podium and identify yourself so that your statements can be recorded.*

290

APR 13 2021

Malcolm Fearing - Housing Presentation - Mr. Fearing's presentation is for information. He wanted to present to the Board a housing project that his working on for the property that his family owns on Bowsertown Road. He stated that housing is a critical issue in our community. He showed housing data information from realtor.com that showed that the median sale price for a home in Manteo is \$375,000. He gave an example of how much a 1,200 square foot house would cost with a 30-year loan at 3.13% interest with insurance. The monthly home payment will be \$1,284.12 and the annual home payment would be \$15,409.44. The proposed project has a commercial property and residential lots. The property has not been subdivided yet. He is proposing that each residential lot has a house in the front and a smaller house in the back. This property has mixed-use. He is working with the Town to make this property meet the Town Ordinances. He showed pictures of buildings in town that have a residential upstairs and a commercial downstairs. He showed other houses in Manteo that have houses in the front and smaller houses in the back. He wanted to bring this to the Planning Board and the Town to give full disclosure and transparency.

## **NEW BUSINESS**

**SUBJECT:** Review Shallowbag Bay Sewer Pump Station

Chair Wickstrom informed the Board that the Preservation and Architectural Review Committee (PARC) reviewed the plans and watched a presentation on the Shallowbag Bay Pump Station on April 5<sup>th</sup>. PARC noted that the structure was too tall and recommended that the cupola be removed to shorten the height of the structure. They approved the look of the pump station because they agreed that it fit with the look of the Maritime Museum and the Ella View Shed. Parc endorsed the look of having a wooden floor with a front porch on the long side of the pump station. They liked the idea of having chairs there so that people can sit there and get out of the sun. PARC wanted to know if the structure could be reduced in size or is this the size required for the pump station.

Planner Dickerson worked with the Town Manager to get the height of the structure from the engineer. The total height with the cupola is 29' 3" to the top of the cupola pitch. The cupola adds 4' 8.5" to the second pitch of the roof. Without the cupola, the building will be roughly 25' which is much lower than the allowed 36' to the top plate in the area. It is 15' to the top plate. The engineering drove the height of this building. The engineers and the Water and Sewer Director Josh O'Brien met at the site with the Vac Truck that will service the pump station and used those specs for the engineering. We know that there is enough clearance to get those pumps out so these plans are not over-engineered.

Member Goodman agreed that the building has to be that height and you can tell by the double doors govern the top plate height of the main structure so it has to be every bit of that height.

The board watched the Shallowbag Bay Pump Station Presentation that was presented by Town Manager James Ayers to the Board of Commissioners on February 17, 2021.



291

APR 13 2021

Member Goodman disagreed with PARC about the cupola. He thinks that it adds to the appeal of the structure and without it, the building will look like a barn. The Maritime Museum and Ella View Shed have features on their roofs that are very similar to this building and the building meets the height restrictions with the cupola on it.

Member Northrup questioned how would the appearance be altered if the cupola was removed. She also asked what would the cost difference be if a porch was added. She commended staff on their work securing funding to pay for this building. She stated that form and function are critical but we don't want to spend too much on the form when the main purpose is the function.

Chair Wickstrom clarified that PARC had not suggested the porch it was suggested by Mr. Ayers.

Ms. Dickerson answered that the porch is an add alternate so we don't know the cost for that at this time but if it is not too expensive then we can choose to add it.

Mr. Ayers stated that the porch was suggested by staff as an add alternate. The porch at the Maritime Museum has a lot of use as well as people using the chairs there. We are going to do this as add alternate to see if we can afford it in the budget. The cupola is a deductive alternate so that we can see what the cost will be with or without the cupola. The engineer will have to do an additional drawing without the cupola for a deductive alternate because this is going out for bid and the contractors need to see the roof trusses. This can be bid both ways.

Member Scarborough stated that the plans look good to him as is.

**MOTION:** A motion was made by Member Northrup and seconded by Member Goodman to approve the plans as presented and was approved by the following vote: Ayes: Members Scarborough, Goodman, and Northrup. Nays: Chair Wickstrom. Absent: Member Daniels. **Motion carried 3-1.**

Chair Wickstrom is on PARC and she agreed with PARC's comments. She stated that she thinks that this is going to be a great building no matter what.

## **FOR DISCUSSION**

**SUBJECT:** Discussion of Stormwater, Fill, and Runoff Management

Member Goodman had brought up the topic about land fill in February.

Ms. Dickerson and Member Goodman have had discussions on this topic and she has a table of what surrounding jurisdictions have done. She has ordinances from Dare County and 4 other towns.

Member Goodman brought up this topic because most of the lots left in town are less than desirable because get a lot of standing water on them. There is a lot of building going on and because the Town does not have an ordinance on how much fill you can or can't have or how it should be placed on the lot, people are coming in and putting in as much fill as they want. He has received calls from neighbors telling him that people are putting a lot of fill on the lot next to them and that water is going to run off onto their property. He thinks that it is important to put something in place that allows for fill to be placed but within a certain footprint of the structure that is being built and any runoff has to be dealt with on-site and not allowed to run into the street or onto the adjacent properties. He gave an example about Corolla. He used to own property in Corolla and every new construction added a little more fill than the one before it so it was like a stair-step. The lots got so high that around the Summer of 2011 or 2012, they had 6 -12 inches of water in the street. They had to tax everybody and create a drainage district to deal with the runoff generated by just allowing people to indiscriminately fill the properties. He wants to make sure that we avoid something like that here.

Chair Wickstrom stated that it would be better to be proactive than face consequences like that which could be extremely expensive for our town.

Member Scarborough agreed and stated that his property, Scarborough Inn, and Darrell's were the first properties in their location, and everything built up around them and now, they are the ones in deep water every time the water comes up.

Member Northrup lives in Roanoke Village and there is flooding. It is easy to see a new home and when they have overfilled a lot. It is sad to see the runoff happening to people next door especially those who have had their house for a long time.

Member Goodman stated that is the exact reason why we need to put something on the books to regulate this so that it doesn't get out of hand any further than it already has.

The consensus of the board was that they were all in agreement.

The board looked at the comparative table provided by Ms. Dickerson.

- Dare County - Does not have an ordinance regulating fill but sometimes environmental health will require three feet of fill to be brought in to accommodate septic systems. This is probably the case for other areas in the county that do not have municipal water because the county will permit those septic tanks.
- Duck - Doesn't allow fill within 5 feet of the property line and is required to be sloped at a 3 feet horizontal run for every 1-foot vertical rise.
- Kill Devil Hills - Does not regulate fill.
- Nags Head - No fill is allowed to be placed within 5 feet of the property line, except for the grading of driveway entrances, such that the runoff from a fill slope is not



293

APR 13 2021

"pitched" onto adjoining properties. A maximum of a 3:1 horizontal to vertical fill slope shall be maintained. Setback area may be used to accommodate an approved stormwater control measure.

- Southern Shores - Does not have fill requirements but the height calculation is taken from the average of the original grade at the corners of the proposed structure, or 8 feet if the average is less than 8. So, with the average, every foot of fill used is one foot in building height lost.
- Kitty Hawk - Does have a fill ordinance but she didn't include it because she couldn't find the email response. She can do additional research on Kitty Hawk and Currituck County.

The Board can recommend policy changes but single-family homes are exempt from the stormwater ordinance. Working with the 20-year plan working group, there are stormwater regulations throughout the ordinance so the board may look at putting those all in one place.

Member Goodman stated that he thinks that having fill based on the side setback like other jurisdictions or create a perimeter around the footprint of the structure that maintains how far they can carry the fill out beyond the limits of the structure.

#### BOARD COMMENTS

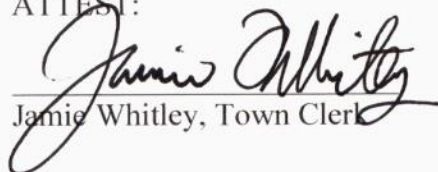
There were no board comments.

There being no further business to come before the Board or other persons to be heard a motion was made by Member Northrup and seconded by Member Goodman to adjourn the meeting at 6:51 p.m. and was approved by the following vote: Ayes: Chair Wickstrom, Members Scarborough, Goodman, and Northrup. Nays: None. Absent: Member Daniels. Motion carried.

This the 13<sup>th</sup> day of April 2021.

  
Sherry Wickstrom, Chair

ATTEST:

  
Jamie Whitley, Town Clerk



APR 13 2021

294 APR 13 2021

~~Blank~~

Blank